

Approved Minutes
Community Mental Health of Ottawa County – Finance Committee Meeting
CMH Board Room
12265 James Street, Holland, Michigan 49424
Thursday, January 17, 2007

PRESENT: Mary Ann Cartwright, Ed Berghorst, Rita Bird, Mark Bombara

ABSENT: Joyce Kortman

STAFF: Michael Brashears, Patricia Genesky, Greg Hofman, Kathy Coffey, Albert Doorn

GUESTS: June Hagan, Greg Rappleye

CALL TO ORDER

Mary Ann Cartwright, Chairperson, called the Finance Committee meeting to order at 3:23 p.m.

VISION & MISSION STATEMENT

Ms. Cartwright noted the vision and mission statement.

APPROVAL OF MINUTES

CMH/FC 08-001 Motion: To approve the Minutes of the November 15, 2007 meeting.

Moved by: Berghorst Supported by: Bird

MOTION CARRIED

APPROVAL OF AGENDA

CMH/FC 08-002 Motion: To approve the Agenda for the January 17, 2008 Finance Committee Meeting.

Moved by: Berghorst Supported by: Bird

MOTION CARRIED

Ms. Cartwright noted that Ms. Hagen requested a review of the September 30, 2007 finance statements for information purposes only be added to the agenda.

REGULAR COMMITTEE BUSINESS:

a. Review and approval of service contracts

Ms. Coffey reviewed the contracts presented and answered questions. Regarding the contract with Hope Network, Ms. Coffey noted that a substantial increase over last year's rates is reflected. She indicated that Hope Network is not willing to negotiate a lower rate. Although there are currently five individuals served under this contract, CMH staff is seeking alternative placements for three of these individuals, and thus the contract summary reflects only the cost for two consumers. Contracts for the three remaining consumers will be brought back to the Committees and Board once placements have been finalized. Dr. Brashears recommended that he contact Hope Network to discuss alternative rate options

CMH/FC 08-003 Motion: To accept the January, 2008 service contracts as presented and forward to the Board for approval.

Moved by: Berghorst Supported by: Bombara

MOTION CARRIED

b. Review of September, 2007 Financial Statements for information

Ms. Hagan presented and reviewed updated information and answered questions.

c. Review of monthly financial statements

CMH/FC 08-004 Motion: To accept the November and December 2007 financial statements as presented and forward to the Board for approval.

Moved by: Bombara Supported by: Bird

MOTION CARRIED

Ms. Hagan reviewed the information contained in the December reports and answered questions. Ms. Hagan also provided and reviewed service information and answered questions. She noted that this information will be provided to the Committee monthly for information

d. Budget Adjustment #2

Ms. Hagan reviewed the FY 2007/2008 Budget Adjustment #2 and answered questions.

CMH/FC 08-005 Motion: To accept the FY 2007/2008 Budget Adjustment #2 as presented and forward to the Board for approval

Moved by: Berghorst Supported by: Bird

MOTION CARRIED

OLD BUSINESS

Discussion of Process to Review Contracts of Lesser Importance – Currently set at less than \$1,000 per week – Greg Hofman

Mr. Hofman reviewed the current process of presenting contracts for review, noting that the same process is followed for all contracts. In an effort to streamline the review at the Board Level, the Interim Executive Director and Mr. Hofman arrived at a threshold at which abbreviated summaries would be presented for approval. Together they decided that \$1,000/week would be an appropriate amount. Ms. Cartwright noted there is concern regarding what contracts should be reviewed in greater detail, questioning what information should be presented to the Finance Committee so that they can make educated recommendations to the Board of Directors. Dr. Brashears noted that he would like to come back to the Finance Committee with some recommendations, and suggested keeping the current process in place until that time.

NEW BUSINESS

Brinks Facility Shift in Funding – Greg Rappleye/Keith Van Zoeren

Mr. Rappleye noted that a meeting was held between CMH Interim Executive Director & the Muskegon CMH Executive Director. Currently, The Brinks facility is a 16-bed facility. In order to bill through Medicaid, the facility will need to be restructured to accommodate only 12 beds. He noted that this cannot be accomplished until 2010 when a new rate setting procedure to go into effect. In order to be eligible, all Medicaid money allocated to the Affiliation has to be spent. Muskegon is proposing that they will spend all of their Medicaid savings as well as CMHOC's Medicaid savings. Muskegon would in turn transfer their General Fund dollars to

Ottawa County. The State has agreed to this arrangement and the Muskegon Board has approved the proposal.

Dr. Brashears noted that he was uncomfortable recommending that a decision be made at this meeting. He requested some time to investigate and review the information. Mr. Rappleye indicated that a decision is not required immediately. However, Muskegon would like to get started on the project.

ADJOURNMENT

CMH/FC 08-006 Motion: To adjourn the January 17, 2008 Finance Committee meeting

Moved by: Bombara

Supported by: Berhorst

MOTION CARRIED

Ms. Cartwright adjourned the January 17, 2008 Finance Committee meeting at 4:42p.m.

Mary Ann Cartwright, Chair